

**MINUTES OF THE AUDIT COMMITTEE MEETING  
HELD AT 6.00PM, ON MONDAY 29 JANUARY 2024  
IN THE BOURGES/VIERSEN ROOM, TOWN HALL, PETERBOROUGH**

*To be read in conjunction with the agenda for the meeting here:*

[Agenda for Audit Committee on Monday 29th January, 2024, 6.00 pm | Peterborough City Council](#)

**Committee Members Present:**

Councillors Haseeb (Vice-Chair), Barkham, Judy Fox, Jones, Perkins, Rangzeb, and Rush (Virtual)\*

**Co-opted Member Present:**

Mike Langhorn (In the Chair)

**Officers Present:**

Cecilie Booth (Executive Director of Corporate Services and S151 Officer); Steve Crabtree (Chief Internal Auditor); Jill Evans (Service Director of Corporate Finance and Deputy S151 Officer); Adesuwa Omoregie (Interim Director of Law and Governance and Deputy Monitoring Officer); Gerry Roche (Risk Manager) and Colin Sweeney (Interim Senior Democratic Services Officer).

*\* Councillor Rush attended remotely and accordingly, was not permitted to vote on any of the substantive business below.*

**38. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Stuart Green (Independent Member) and Daniel Schumann (Independent Member (Chair)).

**39. DECLARATIONS OF INTEREST**

Whilst not the subject of a substantive item on the agenda, but in case mention was made Steve Crabtree, declared a non-pecuniary interest, by virtue of the fact he was a Board member of Peterborough Limited.

**40. MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 27 NOVEMBER 2023**

**RESOLVED** that the minutes of the meeting held on 27 November 2023 be agreed as a correct record.

**41. AUDIT COMMITTEE – TERMS OF REFERENCE**

**RESOLVED** that the Interim Director of Law and Governance and Deputy Monitoring Officer produce a revised version to include the points raised by Members and that this be presented as an item for approval, minus a full report, at the next meeting of the Committee,

to be held on 18 March 2024.

#### **ACTIONS AND MATTER ARISING**

42.

**RESOLVED** that the actions and matters arising from previous meetings and progress made to date, be noted.

#### **43. PETERBOROUGH CITY COUNCIL AUDIT UPDATE – YEAR ENDING 31 MARCH 2021**

**RESOLVED** that:

1. The External Auditors' updated Audit Results Report on behalf of the Council, for the year ended 31 March 2021, be noted.
2. The Accounts for 2020/2021 be signed-off.

#### **44. RISK MANAGEMENT**

**RESOLVED** that

1. The latest position in relation to the development of the Strategic Risk Register and the proposals for the risk framework, be noted.
2. A risk management framework report be presented to the next meeting of the Committee, to be held on 18 March 2024.
3. A training event be held for Members of the Committee once the Framework was ready.

#### **45. INTERNAL AUDIT PLAN 2024 / 2025: APPROACH TO AUDIT PLANNING**

Having commented upon the emerging themes to be considered for inclusion in the 2024/2025 Internal Audit Plan, the Committee **RESOLVED** that these be redrafted and presented to the next meeting of the Committee, to be held on 18 March 2024.

#### **46. 2024/25 DRAFT TREASURY MANAGEMENT STRATEGY (TMS)**

Having commented on the draft 2024/25 Treasury Management Strategy, the Committee **RESOLVED** to note that this would now be presented for approval as part of the (MTFS) at full Council in March 2024.

#### **47. ANNUAL GOVERNANCE STATEMENT REVIEW**

Having thoroughly reviewed progress against significant issues included within the 2022/2023 Annual Governance Statement, the Committee **RESOLVED** to note the proposals as to the production of the 2023/2024 Statement by way of a working group comprising key officers and review by the Chief Internal Auditor.

#### **48. TEACHERS' PENSION AUDIT**

**RESOLVED** that the Teachers' Pension Scheme (TPS) Audit, which had been completed by KPMG and was found to have no major exception or errors that needed to be corrected, be noted.

#### **49. AUDIT COMMITTEE – RECORD OF ACTION TAKEN**

**RESOLVED** that the actions taken by the Committee to date, be noted.

**50. USE OF REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA)**

**RESOLVED** to note that there was no RIPA update.

**51. APPROVED WRITE-OFFS EXCEEDING £10,000**

**RESOLVED** to note that there was no update on write-offs exceeding £10,000.

**52. WORK PROGRAMME**

**RESOLVED** that the rolling Work Programme for 2023/24, be agreed.

**CHAIR**

End 7.58pm